



***Virginia Department of Forestry***  
***2014 Urban and Community Forestry Assistance Program***  
***REQUEST FOR PROPOSAL***  
***Application Deadline: Thursday, May 22, 2014***

The **Virginia Department of Forestry**, in cooperation with the **United States Department of Agriculture (USDA) Forest Service**, announces the **Urban & Community Forestry (U & CF) Grant Assistance Program**. The Urban and Community Forestry Grant Assistance Program is designed to encourage projects that promote tree planting, the care of trees, the protection and enhancement of urban and community forest ecosystems, and education on tree issues in cities, towns and communities across the nation. Grants are awarded through this program to encourage local government and citizen involvement in creating and supporting long-term and sustained urban and community forestry projects and programs at the local level. Apply for the USDA Forest Service; **Urban and Community Forestry Grant**: [dof.virginia.gov](http://dof.virginia.gov) and directly from [Grants and Financial Incentives](#)

**Grant applications are due by 4:30 pm on Thursday, May 22, 2014**

- ◆ **Request for Proposal may be accessed on the Department of Forestry website at [dof.virginia.gov](http://dof.virginia.gov), link to “Grants” from left panel**
  - ◆ To request a hard copy of the 2013 Request for Proposal:  
call or E-mail Barbara White at 434.220.9041; [barbara.white@dof.virginia.gov](mailto:barbara.white@dof.virginia.gov)  
or Paul Revell at 434.220.9029; [paul.revell@dof.virginia.gov](mailto:paul.revell@dof.virginia.gov)  
or Becky Woodson at 434.220.9024; [becky.woodson@dof.virginia.gov](mailto:becky.woodson@dof.virginia.gov)

***OBJECTIVES of Urban and Community Forestry Assistance Program***

The specific objectives of the Urban and Community Forestry Assistance Program are to:

- ◆ Mitigate and adapt to climate change
- ◆ Protect and improve air and water quality
- ◆ Conserve energy
- ◆ Reduce the impacts of land use change, fragmentation, and urbanization on forest landscapes
- ◆ Improve community health and well-being
- ◆ Improve understanding of the benefits of preserving tree cover.
- ◆ Provide educational programs and technical assistance to state and local agencies.
- ◆ Develop sustainable urban forestry programs at the local level.
- ◆ Enhance the technical skills of individuals involved in the planning, development, and maintenance of urban and community forestry programs.
- ◆ Promote volunteerism and involvement of non-profit organizations in implementing urban forestry programs.
- ◆ Build urban forest resilience and mitigate the impacts of invasive pests and catastrophic events.

***ELIGIBLE GRANT PROPOSALS AND CATEGORIES***

Grants may be awarded to local units of government, approved non-profit organizations, civic groups, educational institutions or community tree volunteer groups for proposals which meet some, or all, of

the specific program objectives. Non-governmental organizations must be designated a **501-c-3** non-profit organization or submit their application through such an organization or a government entity.

The recommended funding range for most proposals is **\$1,000 to \$15,000**. The typical proposal is in the **\$5,000 to \$10,000** range. Total project cost (including recipient matching funds or in-kind match) should be at least twice the amount requested.

## ***Proposal Categories***

There are **six (6) proposal categories**. Proposals will be evaluated and ranked by category. Each proposal category is described below with examples (sub-categories) of the types of projects that might be submitted under that category.

### ◆ **CATEGORY 1 – PLANNING**

- ◆ Open Space Master Plan / Tree Planting/Landscaping Plans
- ◆ Greenway Development Planning

### ◆ **CATEGORY 2 – NON-PROFIT ORGANIZATION SUPPORT**

- ◆ Non-Profit Organization Support
- ◆ New Publications & Communication

### ◆ **CATEGORY 3 – SUPPORT OF LOCAL GOVERNMENT URBAN AND COMMUNITY FORESTRY PROGRAMS**

- ◆ Local Government Staffing
- ◆ Tree Inventory for Local Government
- ◆ Tree Board or Shade Tree Commission Development
- ◆ Public Tree Ordinance/Policy
- ◆ Urban Forest Protection Ordinance/Guidelines

### ◆ **CATEGORY 4 – EDUCATION**

- ◆ Conferences, Seminars, Workshops

### ◆ **CATEGORY 5 – DEMONSTRATION PROJECTS**

- ◆ Technology Transfer
- ◆ Virginia Municipal Tree Restoration Program

### ◆ **CATEGORY 6 – MISCELLANEOUS**

- ◆ Projects that meet the objectives of the Urban and Community Forestry Program and that do not fit into any of the aforementioned categories, (see RFP for details)